



Required eVA Terms and Conditions As in Effect July 1, 2016

1. eVA Business-To-Government Vendor Registration - §2.2-4301

The eVA Internet electronic procurement solution, web site portal [eVA Home Page](#), streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution. It is the responsibility of each vendor to maintain a current and accurate registration account in eVA. Vendors not registered who wish to respond to any of the Commonwealth's solicitations submitting an online electronic bid or proposal using eVA must first register in eVA. Applicants must allow sufficient time for the application to be processed. To be considered for an award, vendors must register in eVA prior to award.

2. eVA Business-To-Government Contracts and Orders

The solicitation/contract will result in multiple purchase order(s) with the eVA transaction fee specified in the Current eVA Invoice Fees document found by clicking the Billing tab on the main eVA portal page at: [eVA Home Page](#) or <http://www.eva.virginia.gov/pages/eva-billing.htm>. This fee structure is subject to change and vendors are responsible for remaining current by accessing the Current eVA Invoice Fees section of the eVA website on a regular basis.

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Vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution and agree to comply with the following:

If this solicitation is for a term contract, failure to provide an electronic catalog (price list) or index page catalog for items awarded will be just cause for the Commonwealth to reject your bid/offer or terminate this contract for default. The format of this electronic catalog shall conform to the eVA Catalog Interchange Format (CIF) Specification that can be accessed and downloaded from [eVA Home Page](#). Contractors should email Catalog or Index Page information to eva-catalog-manager@dgs.virginia.gov.